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28 OCT 1987

NOTE FOR: Director of Logistics

25X1 FROM:
Chairman, Space Task Force25X1 SUBJECT: Office of Communications Request for Space at
 (attached)

I recommend that you approve this request as agreed to in the drawing attached to this note. In meeting with all interested parties, Allen uncovered a misunderstanding among them as to the placement of one of the walls. The drawing attached to this note (not the one attached to the request) reflects the agreed upon locations. All affected parties have

25X1 signed off on it.

Attachments
As stated

25X1 Orig: C/STF:
1 - Addee
1 - OL Files
25X1 1 - RECD
1 - FMD

OL 10274-87

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00-0635-87

16 OCT 1987

MEMORANDUM FOR: Director of Logistics

FROM:

Director of Communications

SUBJECT:

Space Requirement

1. The purpose of this memorandum is to request that the Office of Logistics allocate 190 sq. ft. of vaulted space in Building to the Office of Communications (OC). The requested space is needed to accommodate a requirement for OC's Wang database administrator and the storage of magnetic media for 15 Wang systems.

2. The space had been occupied by OC for the past few years but was recently relinquished as a result of moves associated with the occupancy of the first floor of Building. At the time the space was relinquished, we were unaware of the space needs for the database administrator and the increased storage requirements associated with the recent acquisition of two Wang VS-85 minicomputers. We have contacted the two offices, Office of Finance (OF) and the Real Estate and Construction Division, Office of Logistics (RECD/OL), that are scheduled to occupy the subject space and they are agreeable to OC's request. Attached is a floor plan outlining the space for the three separate tenants. RECD has already moved into the space and OF is scheduled to move shortly. With your approval we will initiate work orders to have the necessary walls constructed and alarms installed to accommodate the three tenant's requirements. We would like to occupy the space as quickly as possible.

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25X1 SUBJECT: [] Space Requirement []

25X1 3. If you have any questions concerning this memorandum or if
25X1 you require any additional information, please contact,
25X1 Messrs. [] Chief, Technical and Logistics Group of the
25X1 Foreign Networks Division or [] Programs and Budget
25X1 Branch, Management and Liaison Staff on secure extensions []
25X1 and [] respectively. []

Attachment

APPROVED:

25X1

[]
Director of Logistics

Date

10/29/87

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